State of Nevada IT Work Force Committee

Agenda & Meeting Minutes

Meeting Name: IT Workforce Kick-Off
Facilitator: Rossalyn Hoid
Recorder: Kelly Chandler
Date: 6-12-01
Time: 1:30 to 2:30
Location: Kinkead Large Conference Room

Attendees

Name	Attend ✓	Name	Attend ✓
Rossalyn Hoid	√	Terry Savage	√
Wally Voskuil	√	Kathy Ryan	√
Jim Demme	√	Gary Stagliano	√
Bill Vance	√	Allan Rogers	
Chuck Conner	√	Barry Morgan	√
Dorothy Martin		Kareen Masters	√
Rochelle Summers	√	Mel Watson	√
Karen Salm		Madilyn Maire	
Peggy Martin	√		

Agenda

Time	Subject	Presenter
1:30	Call to Order	
	Presentation	Rossalyn Hoid
	Open Discussion	
2:30	Close meeting and set next meeting date	

Open Discussion

1.	NPD-19 reclassifications- Suggestions of making a committee (can very in membership) to call the incumbance and go over the technical questions for classification factors. Terry is looking for this committee to evaluate the decision on the NPD'19's, to expand the pool in the decisions.
2.	The state has two mechanisms for changing a class series, one is the Individual study process and the second is occupational group study. Personnel cannot look at market pressures or condition, but they can revise class specs and look at duplication of classes by clarifying the differences or eliminate one. They also cannot resolve compensation. We need to look at the whole series not as individuals. We also need to decide what Data Processing Manager needs to mean.
3.	Classified vs. Unclassified – It was stated that they are no different except for the time frame and salary if you are looking to let go an employee. Most of the lower level people in salary are frightened by the title of unclassified because the governor can let an unclassified employee go when he wished to. Do we use more people of experience or less for unclassified? We could use the classified service as an advantage of the lower salary if you can convince workers. An advantage is the salary and the assignments.
4.	Is the description of the classes or compensation issues the problem for state employees leaving? We are paying in the end with the turnover rate because we are not paying the higher rate when the employee is hired. It is believed that the state is not as competitive as the private industries. We need to make sure that an employee meets the criteria in the class instead of just putting them there for more money. There is also a need to get the turnover rates and show that the costs are there because of the turnover.
5.	We need to look at the minimum qualifications because most of the minimum qualifications are still poor mainframe oriented.

6.	Dept of Personnel has the information on when an employee leaves, what are the main reasons for them leaving? It was mentioned that pay is the fifth factor. Going to get the vacancy rate and turnover rate from personnel, but not until the first of August.
7.	Is the committee going to look at IT Wage survey and Manpower survey? Do we have enough positions to do the IT work that the state is required to do for 2001 and up? Where are the functions going to be assigned? Rupert White had done a project on the IT Wage.
8.	Has anyone looked at how highway patrol has upgraded their employees in the last two years verses IT? The market for IT salaries is set in Silicone Valley and there is not a significant number of IT workers to get top dollar in Nevada.
9.	Are we going to start structuring our workforce to learn certain skills or stay within certain applications? Two topics to be looked at are the right groupings for people for classification and adequate compensations and Training- look at skills for requirements and keep control of the span for the support.
10.	Are we looking at building a pool of exceptionally talented people that can help in different areas? How do you fund someone for this position if only needing this person a couple months out of the year? Can you pool the resources instead of own them on certain skill sets? One thing said was that the state could use them full time in certain areas.
11.	Account for all costs for all different software being used but always try to use the standard software.
12.	Need to be aware of the other subcommittees and if they involve you and your subcommittee make an effort to get engaged in their meetings.
13.	This committee will be meeting Tuesday the 17th of July at Dept. of Education. Subcommittee Leads giving status and updates on their committees.

Decisions

Item No.	Decision	Rationale	Impact	Date

Action Items

Item No.	Date Opened	Description	Assigned To	Status	Date Closed
1.	6-12-01	Rossalyn will e-mail distribution list for the committee for on-line conversations.	Rossalyn		
2.	6-12-01	Discussed making an Exit interview sheet. DoIT bringing theirs.	Rossalyn		
3.	6-12-01	Turnover Rate and Reasons	Peggy	August	

Approved By			
Signature	Name	Role	Date